

**Minutes of the
Committee of Practitioners Meeting
October 9, 2014**

Call to Order

The meeting of the ESEA Committee of Practitioners was called to order by Becky Guffin at 9:35 a.m. at the MacKay Building in Pierre, South Dakota.

Attendance

Members present were: Becky Guffin, Becky Eeten, Lori Bouza, Michelle Glodt, Joan Pribyl, Chrissy Peterson, Laura Willemssen, and Katie Mellor.

Staff persons in attendance were: Shannon Malone, Jenifer Palmer, Dawn Smith, Carol Bush, Jordan Dueis, Betsy Chapman, Yutzil Rodriquez, and Laura Johnson Frame.

Approval of the Agenda

By consensus, the agenda was approved by the committee.

Approval of the Minutes of June 17, 2014 Meeting

The Minutes of the June 17, 2014, meeting was approved by consensus as printed.

Committee Member Terms and Recruitment

Re-appointment

Lori Bouza and Laura Willemssen were reappointed to serve an additional three-year term on the committee. Bouza and Willemssen both represent Title I public school administrators and Willemssen is a representative of a Title I Part D program.

Retirement

Sarah Lieber resigned from Mitchell Christian School indicating she would not be in a position to represent a private school.

Joyce Larsen retired from her position at Stanley County Elementary School and from the teaching profession and will no longer serve on the committee.

Tina Titze, Stanley County School Board member, retired from the committee to assist in another area of the Department.

New Appointment

The Committee was introduced to Michelle Glodt, Principal of the Stanley County Elementary School and Title I Director. Ms. Glodt began her three-year term in September 2014 and will serve as a representative of a school district in Central South Dakota.

The Committee was introduced to Katie Mellor, Director of Catholic Schools for the Diocese of Sioux Falls. Ms. Mellor will serve as a private school representative. Ms. Mellor's three-year term began in September 2014.

Newly appointed and unable to attend this meeting was Cari Leidholt. Ms. Leidholt will serve as the school board representative with her three-year term having begun in September 2014.

Department of Education Updates

Monitoring of School Districts

Malone, Title I Administrator, reported to the committee that the SD DOE is beginning reviews of districts receiving consolidated federal Title funds. A four-year schedule will be followed. Districts receiving \$100,000 or less and do NOT have any Focus and/or Priority schools will participate in a regional review once every four years. Districts receiving \$100,000 or more and do NOT have any Focus and/or Priority schools will have an on-site Title I review once every four years. If a district has at least one Focus and/or Priority school, a Title I review will be conducted once every two years. Districts with Focus and/or Priority schools receiving less than \$100,000 will alternate regional and on-site reviews every two years. Dates in November and December have been set for the districts scheduled for regional reviews. Currently, there are approximately 18 districts in the eastern area of the state to be reviewed in Sioux Falls in November. Other regional reviews will be held in Pierre during December.

Consolidated Application/E-Grant

Betsy Chapman informed the members that a contract had been issued to a vendor to create a new web-based consolidated application for Title, Perkins, 21st Century, and McKinney-Vento funding. The vendor is experienced in creating systems for other states. Work has begun with the vendor setting a production schedule and meeting with staff members. The Department hopes that some fiscal items will be operational in the spring with the e-grant fully implemented in time for district use in creating their 2015-2016 applications. The new web-grant should support all internet browsers and should be fully compatible. The committee asked about how long districts will have access to the old e-grant as access to past records is needed for auditing and other purposes. Chapman will check on this. Another question asked was on the Community Eligibility Provision (CEP) under the School Lunch Program. Some districts believe that they will not receive Title I funds when using the CEP program. This is not the case as it will not affect Title I allocation to the district. The CEP program will impact the “gap” and “non-gap” groups under accountability.

Consolidation of LEA Plans and Accreditation Plans

Betsy Chapman explained to the committee that she has been asked to work with other offices in the department on a project to consolidate the requirements of some of the plans required under state and federal law. Chapman is working with the Accreditation Office in comparing the requirements of their plan with the requirements of an LEA plan, schoolwide plan, and targeted assistance plans and others as required under ESEA. It is hoped that requirement of the Accreditation Plan can be incorporated in the consolidated application/e-grant as a permanent location for the plan. The committee asked about incorporating some of the questions asked in the Personnel Record Form into the e-grant, as this is an area of duplication. Chapman will include this area in the committee conversations. The inter-departmental committee is meeting this fall.

Department of Education Parent Advisory Committee

Dawn Smith informed the committee that the DOE had created a Parent Advisory Committee. The committee met once and will meet approximately four times over the coming year. The Department is seeking parental perspectives in many of the Departments initiatives. More information will be available as the committee continues with their work.

Migrant Program

Jenifer Palmer updated the committee that some districts are having an unexpected influx of migrant students this fall. Milk dairies in the northeast are bringing in workers on temporary visas. This has resulted in unexpected students arriving at districts, with one district receiving 25 migrant/ELL students with only a one week notice. Questions were asked about the frequency and requirements of technical assistance/monitoring visits from DOE contract employees, number of students required to operate a program, and the use of consortiums.

2014-2015 Technical Manual – ESEA Flexibility

Laura Scheibe, SD DOE Division of Assessment and Accountability, informed the committee that changes to the 2014-2015 Technical Manual – ESEA Flexibility-South Dakota Accountability & School Performance Index (SPI) have been sent to the vendor for incorporation into the data system. The committee's input is being sought on the changes with emphasis in three areas that are not reflected in the Flexibility Waiver. She noted that Parts I and II of the waiver have been approved in writing. The Department is waiting for written approval of Part III though verbal approval was received. The committee expressed concern that the committee's input is being sought after the Manual has already been sent to the vendor.

1) INDICATOR #3: College & Career Readiness OR Attendance

At the High School level, the 2014-15 College & Career Readiness indicator score will be based on ACT scores [from the previous year], as noted below. Math and English scores will each account for half the points.

- 1) Percent of students whose ACT math sub-score is 20 or above (using the highest score if the ACT is taken more than once)
- 2) Percent of students whose ACT English sub-score is 18 or above (using the highest score if the ACT is taken more than once)

Example: Calculating College & Career Readiness – Overall possible points:

High School Level – 25 points in 2014/15 and increasing to 30 points in 2015/16. The steps below reflect calculations through the 2014/15 school year.

Step 1: Calculate weighted points for each factor by multiplying weighted % for each factor by total possible points.

Step 2: Calculate the rate for each factor.

Step 3: Calculate the score for each factor by multiplying the rate times the weighted points for each group.

Step 4: The sum is the points for College and Career Readiness.

[South Dakota's goal is 100% for both math and English. There are no exceptions. Percentages will not be suppressed.] The committee expressed that students entering the military are not accounted for in the district's accountability calculation.

2) Full Academic Year (FAY)

For a student's assessment results to be included in a school's performance, the student must be enrolled a substantial portion of the year in a single school. For accountability purposes, a substantial portion or full academic year is defined as a student being enrolled from October 1 through May 1 with an enrollment gap of no more than 15 consecutive school days.

As the testing window now covers a greater time period, SD DOE is changing the language from “October 1 through the testing window” to “October 1 through May 1”.

The committee discussed the provision pertaining to an enrollment gap of no more than 15 consecutive school days for accountability. This accountability provision sets up many situations where a district is held accountable for students who were enrolled in their districts for extremely short periods of time and also reduces the accountability of the districts the students previously attended. Districts are placed in the situation of explaining to the public the outcomes when the outcomes have been impacted by students who received little education in the district. Each year the committee has asked that this be reconsidered. An additional question was on how will a receiving district know whether a student has taken the state assessment in previous district?

3) One Percent Rule –

The number of “proficient” and “advanced” scores based on the alternate academic achievement standards will not exceed 1% of all students enrolled in the grades tested at the state and district levels as of the last day of the testing window.

- Any scores that exceed the percentage limitation are counted as non-proficient for accountability purposes.

- Districts with 200 or fewer students eligible for testing (enrolled in grades assessed) would be able to count as proficient up to two scores of students who score proficient on an alternate assessment. Districts with more than 200 students eligible for testing are held to an overall 1% cap on the number of scores of students who score proficient on an alternate assessment as proficient.

The committee was very concerned with the change in the One Percent Rule.

McKinney-Vento – Title I Set Aside

Laura Johnson Frame informed the committee that the US Omnibus Funding Act passed during the spring of 2014 included a provision that Title I funds may be set-aside at the LEA level for the transportation of the currently homeless students. This set-aside could be used to fund the excess cost of transporting currently homeless students to the schools of origin. Previously, this had been non-allowable. District will need to create a second set-aside and must maintain the set-aside for comparable services. In other words, this set-aside does not replace the current set-aside for comparable services.

English Language Learners

Yutzil Rodriguez spoke about the unaccompanied youth coming across the Mexican border from Central American countries. This fall, districts have been absorbing some students who are arriving unexpectedly. The Department has been receiving calls about the students and the requirements to enroll them with what the districts believe are inadequate documentation. In other areas of the program, the Department is also receiving calls from districts that say they do not have funds to provide services to ELL students. The districts are being reminded that we are in the second year of State funding to districts to provide these services. Rodriguez also discussed the efforts to train the districts in the implementation of the home language survey. A few districts have been over identifying students over the years.

State Assessments and Timelines

Jan Martin, SD DOE Division of Assessment and Accountability, reviewed the various state assessments and National Assessment of Education Progress (NAEP) dates for the committee. The schedule may be found at <http://doe.sd.gov/Assessment/>

Martin advised the committee that last year was the first time that South Dakota had scored below the national average on the NAEP test. Other items discussed were:

- The SAT 10 will be available for two years only. This test is used by home schoolers in the 2nd, 4th, 8th, and 11th grade and must be completed March through April.
- National Career Readiness Certificate is given through the Department of Labor. The test is only funded once and can be taken in either the 11th or 12th grade and is voluntary.
- Smarter Balanced testing will occur between March 10-May 15 for Grades 3-8, and March 30-May 15 for Grade 11. A question was asked about students that begin the test in one district and then move to a new district. Martin responded that once enrollment is complete in the new district, the test can be resumed and completed in the new district.
- Science will continue to be assessed with the DakotaSTEP and DakotaSTEP Alternative in grades 5, 8, and 11. The projected window is March 30-April 24 for 2015.
- The Digital Library is available to teachers. Each district will have a coordinator with the permissions to sign up teachers and administrators to use the library. The library is a collection of vetted resources designed for use in formative assessments.

Focus and Priority School Review Process

Jordan Dueis reviewed the evaluation process conducted for Focus and Priority Schools over the past year. A team from the DOE reviewed the documentation provided by each school through the SD LEAP system along with input from the school support team (SST) members. An evaluation process was followed for each school to determine if the schools showed progression in meeting the requirements as outlined in the Focus and Priority School Guidance's, therefore completing a full year of implementation in the improvement process. Letters were sent to each school and an appeals process was followed. Responses from the schools indicate that they would be providing more complete information in the future as they now understand that the DOE Guidance documents will be adhered to by the Department. The DOE has determined steps to follow in improving the process for the coming year with comments from the SSTs and Focus and Priority School appreciated.

Family and Community Engagement

Dawn Smith commented that the US Department of Education has issued a framework for Family and Community Engagement with information found at <http://www.ed.gov/family-and-community-engagement>. Also, the DOE is looking for school stories on family engagement for upcoming publications. Please contact the Department with ideas.

Next Meeting

The committee determined that the next in-person meeting will be held on April 30, 2015, in Pierre.

Adjournment

Motion by Willemssen, second by Peterson to adjourn the meeting at 1:55 p.m. Motion passed.